

**\*Nationwide\***  
**NATIONAL GUARD OF ARIZONA**  
**HUMAN RESOURCE OFFICE**  
**5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495**  
**PHONE (602) 629-4822; DSN 853-4822**  
**WEBSITE: www.azguard.gov/hro**  
**EXCEPTED**  
**TECHNICIAN VACANCY ANNOUNCEMENT**

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**ANNOUNCEMENT NUMBER: 06-309T    OPENING DATE: 12 SEP 2006    CLOSING DATE: 12 OCT 2006**

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**POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:**

**COMMAND AND CONTROL SPECIALIST, GS-2101-07/09, TC80364000, TSgt/E6**

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**APPOINTMENT FACTORS:    OFFICER ( )    WARRANT OFFICER ( )    ENLISTED ( X )**

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**SALARY RANGE:**

**GS-07: \$35,157-\$45,701/GS-09: \$43,004-\$55,910 PA**

**SUPERVISORY ( )    MANAGERIAL ( )**

**NON-SUPERVISORY/NON-MANAGERIAL ( X )**

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**LOCATION OF POSITION:**

**161<sup>st</sup> AIR REFUELING WING, PHOENIX, ARIZONA**

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**APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must arrive by close of business (1530 MST) on the closing date shown above. Applications postmarked on the closing date will be considered late and will not be accepted.** The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for those employees who are mobilized. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

**Instructions for Applying:** Individuals applying for Excepted Technician positions may submit Optional Form 612 (Optional Application for Federal Employment) , or a Resume. Whatever form of application that is chosen it must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code), Social Security Number, Country of citizenship and Highest Federal civilian grade held (also include job series and dates held). Education information must include; High School Name, city and State and dates of diploma or GED, Colleges or Universities Name, city and State, Majors type and years of any degrees received, and total semester or quarter hours earned (if no degree show total credits earned and indicate whether semester or quarter hours). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include; Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary. In addition to the above described information all applications should include AZNG Forms 335-1-R (Military Brief), and SF 181 (Ethnicity and Race Identification). Applications will be accepted without these forms. However, applications may not receive an adequate evaluation if these forms are not submitted. **Applications must contain a completed Optional Form 306 (Declaration for Federal Employment) and AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement).**

**EVALUATION PROCESS:** Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

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**CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a member of the Arizona Air National Guard (161<sup>ST</sup> ARW) or eligible for membership and be able to qualify for the following AFSC: 1C3X1**

**KNOWN PROMOTION POTENTIAL: NONE**

**Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program.**

**EQUAL OPPORTUNITY:** The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

**AREA OF CONSIDERATION:** This position is the Federal/Excepted Civil Service and is **open to current on board Technicians of the Phoenix Air National Guard and those eligible for membership.** Individual selected will receive an Indefinite Appointment and may be converted to Permanent once the position is no longer encumbered. If a Permanent technician is selected, they will remain in that status. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will be required to take a pre-employment medical screening which will be paid for by the Agency. **PCS funds are not authorized.**

**NOTE:** Applications must be submitted with a completed Optional Form 306 (Declaration for Federal Employment) and AZNG Form 335-2-R (Supplement to Application for Employment for Knowledge, Skills and Abilities).

**NOTE:** Must possess a SECRET security clearance to apply.

**NOTE:** Must obtain a TOP SECRET clearance to maintain employment in this position.

**NOTE:** This position is subject to rotating night, day, weekend, and holiday shifts.

**NOTE:** This position is being concurrently announced with AGR Announcement 06-309A.

**NOTE:** Human Resources Office is the office that will officially notify the selectee of a job offer.

**NOTE:** Priority consideration will be given to full-time employees of the Phoenix Air National Guard before considering applicants from an outside source.

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**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:**

**Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.**

1. Knowledge of Air Force, Air Mobility Command and US Strategic Command, command and control procedures.
2. Knowledge to interpret coded message formats, force readiness changes, launch and execution directives.
3. Knowledge of operational reporting systems and procedures.
4. Knowledge of operational security requirements.
5. Ability to operate equipment such as computer, UHF, VHF, FM and HF radios, visual and audible alert systems.
6. Ability to gather information; interpret rules, policies, and regulations and to communicate in writing.
7. Ability to communicate effectively both orally and written.

**SPECIALIZED EXPERIENCE: GS-07:** Individual must have 12 months specialized experience which demonstrates possession which demonstrates possession of knowledge, skills, and abilities (KSAs) listed for this position, and personal characteristics that are necessary to the successful performance in this position. Promotion potential to GS-09 is without further competition. Incumbent must satisfy all experience and qualification requirements of the position at the GS-07 level before promotion can be effected.

**GS-09:** Individual must have 24 months specialized experience, which demonstrates possession of knowledge, skills, and abilities (KSAs) listed for this position, and personal characteristics that are necessary to the successful performance in this position

**BRIEF JOB DESCRIPTION:** This position is located in the Wing Command Post, Wing headquarters division. Provides the single link between the Air Mobility Command and United States Strategic Command and local Wing Commander in order to insure immediate transition from normal to a launch status during alert, exercise and war condition to include the use of COMSEC authentication and cipher documents. Reports status of aircrew, unit aircraft, alerting systems, airfield conditions, weather conditions, communications capabilities, and any other pertinent changes to the readiness of the wing to the Air Mobility Command and United States Strategic Command centers. Provides operational support to the wing Crisis Action Team to include, communications activity, coordination, and reports preparation and submission to higher headquarters. Provides daily, and as needed mission activity and significant event information to the wing commander and key staff agencies to include significant changes in mission tasking, weather, local airfield conditions, access codes, etc. Serves as the wing commanders executive agent for implementing emergency action procedures of the Air Mobility Command and United States Strategic Command, and is the focal point for all operational reporting to HHQ. Provides security for entry control to the wing command post which contains the alerting communications packages as well as the wings wartime execution plans, and classified documents. Assists aircrew in the preparation of flight plans and reviews to insure required information is entered prior to transmitting to Air Traffic Control Centers and Flight Service Stations. Maintains USSTRATCOM command and control procedures, flying operations, and communications procedures.

**SELECTING SUPERVISOR:** CMSGT GARY B. ROOSA